



Community Development and Housing Department

Community Based Initiatives (CBI) Information Workshop

FY 2016-2017

FUNDING CYCLE

April 22, 2016

Topics

- Community Based Initiatives Overview
- National Objectives
- Eligibility Requirements
- HUD Income Certification
- Grant Process
- Points to Remember
- Questions



Community Based Initiatives (CBI) Overview

The Community Based Initiatives Program is designed to provide funding as seed money for the purchase of supplies, materials, goods and services to implement projects that will improve the lives of people living in low and moderate-income neighborhoods.

National Objectives

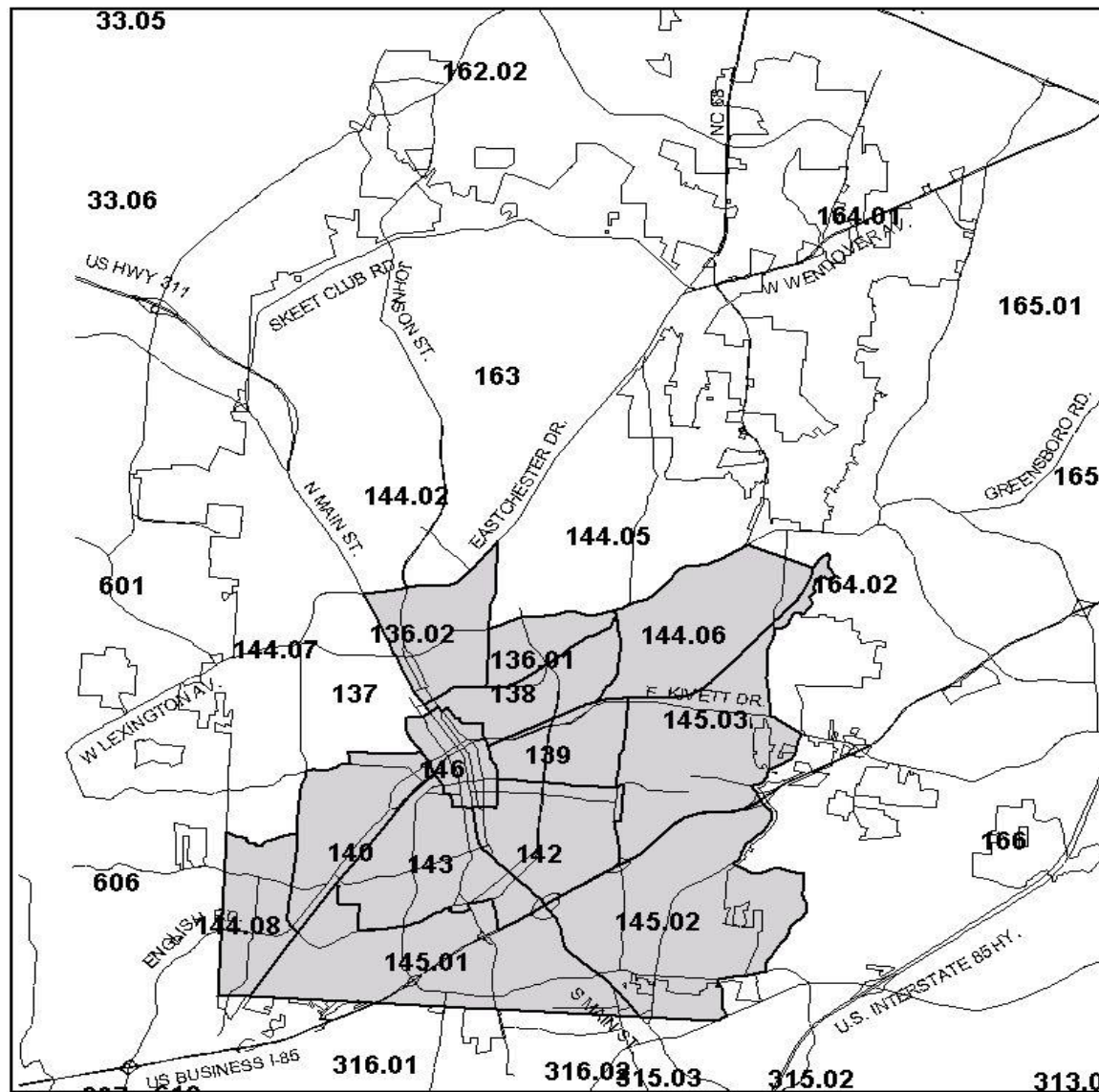
CBI grant activities must meet one or more of the National Objectives specified for the Community Development Block Grant (CDBG) program contained in the Code of Federal Regulations, Title 24, Part 570 at Section 570.208 as applicable to CDBG guidelines and regulations established by the US Department of Housing and Urban Development (HUD) apply as do other restrictions established by the Citizen's Advisory Council and the City of High Point.

CBI activities must –

- Benefit low and moderate income persons
- Aid in the prevention or elimination of slums and blight; and
- Meet community development needs having a particular urgency.

Community Based Initiatives (CBI) Eligible Neighborhoods

- Any low to moderate-income Core City neighborhood within the City of High Point are eligible
- Neighborhoods outside the boundaries designated as low income and which have a median household income below the city median are also eligible



Census Tracts for Targeted CDBG Activities

- High Point City Limits
- Eligible Census Tract

High Point GIS
Community Development and Housing Department

June 1999



Community Based Initiatives (CBI) Eligible Organizations

- Local groups and civic organizations
- Neighborhood Associations
- Churches (proposed activities may not be religiously oriented)
- Individuals working with a non-profit 501c3 on behalf of a specific target population*

*** *Restrictions apply***

Community Based Initiatives (CBI) Ineligible Applicants

Non-profit 501c3 organizations may not apply unless they are partnered with an individual working with a unique target population or an organization that is not a 501c3.*

****Restrictions apply***



Community Based Initiatives (CBI) Eligible Beneficiaries

Participants who benefit from the activities of a CBI-funded project, must reside within Core City neighborhoods within the City of High Point, and must fall within the FY 2016 Median Family Income Limits for Guilford County as defined by HUD.

Eligible Beneficiaries – HUD Income Certification FY 2016 Household Income Limits*

Persons in Household	Extremely Low Income (30% Median)	Very Low Income (50% Median)	Low Income (80% Median)
1	11,900	19,850	31,750
2	16,020	22,700	36,300
3	20,160	25,550	40,850
4	24,300	28,350	45,350
5	28,440	30,650	49,000
6	32,580	32,900	52,650
7	35,200	35,200	56,250
8	37,450	37,450	59,900

***Source: 2016 HUD Section 8 FMR Income Limits – Guilford County
The Area Median Income for Guilford County is \$57,200**



Eligible Beneficiaries-HUD Income Certification (continued) FY 2016 Household Income Limits

Household Income Limits are based on the Section 8 Fair Market in the Greensboro-High Point, NC HUD Metropolitan Fair Market Area

Low Income: a family's annual income must not exceed approximately 80% of the Area Median Income

Very Low Income: a family's annual income must not exceed approximately 50% of the Area Median Income

Extremely Low Income: a family's annual income must not exceed approximately 30% of the Area Median Income (please note: this limit is often higher than 30% of the Area Median Income because the limit must be greater than state poverty guidelines)

Eligible CBI Projects

CBI funds may be used for:

1. Neighborhood and Housing Improvement Projects
2. Neighborhood Organization and Organizational Development
3. Crime Prevention and Public Safety
4. Neighborhood Public Services (Health, Education, Recreation and Cultural Initiatives)

Ineligible Activities

CBI funds may not be used for:

- Salaries/wages/direct or indirect administrative costs
- T-shirts (unless these are required – i.e. uniforms)
- Office equipment
- Computers and software
- Field trips as incentives or rewards
- Gas allowance for volunteers
- Fundraisers
- Stipends
- Activities external to the City of High Point

CBI Grant Term

July 1, 2016 to June 30, 2017

Subrecipients will not be reimbursed for expenses until the contract is fully executed, but expenses may be incurred any time after **July 1, 2016.**

Program Match

A minimum of 25% of the grant request is mandatory*.

Applications must include the following documentation:

- Letter pledging match from each partner (indicating value of match whether cash or in-kind)
- Date of match availability – Note that match must be available on the first day of the CBI grant term
- If volunteer labor is used, a pledge sheet indicating the number of volunteers and the hours volunteers will assist in the implementation of funded activities

***program planning/application preparation/fundraising hours may not be counted toward match**

Concerns from Previous Funding Cycles

- **Failure to expend grant funds**
- **Discrimination due to activities that target one group**
- **Eligibility for Churches**
- **Verification of Household Income to ensure program eligibility**



Grant Award Process

Tentative FY 2016-2017 Schedule

<u>Activity</u>	<u>Date</u>
Receive CBI Proposals	May 6 2016
CAC Public Presentation	May 26 2016
Award Letters sent to Grantees	2nd week of June 2016
Orientation of Grantees	To be determined
CBI Contracts due back to CNDD*	To be determined
Grant term begins	July 1 2016
*Contracts will not be executed until grantees have registered as Vendors with the City of High Point	

Grant Process Project Selection and Evaluation Criteria

- **Is the project an eligible activity?**
- **How does it benefit low/mod residents?**
- **Outcomes-How will success be measured?**
- **Organizational Capacity?**
 - **Size**
 - **Experience**
- **Monitoring history?**
 - **Timely reports**
 - **Cooperative**
- **Spend rate history?**
 - **Funds returned?**
 - **Activities accomplished?**

Grant Process

Points to Remember

- Understand target audience;
- How does the project benefit low to moderate income communities?;
- Clearly state goals and measureable outcomes;
- Submit requested materials in the requested format;
- Matching funds (25% of funding request); and
- Check your budget to make sure it is an accurate projection of the materials/supplies and staffing required to run your project.



Grant Process

Application Checklist

- Download application at : www.highpointnc.gov/cd
- Application is signed by an individual with signatory authority for the organization
- Names of all partners who will assist with project implementation are identified
- The location where project activities will occur is listed and a map identifying the location of activities is included as an attachment
- Detailed Project Budget
- Letter of Commitment of Match Funds and/or in-kind services or goods (available as of July 1, 2016) is included as an attachment
- A listing of volunteers is included as an attachment and indicates dates and hours committed to the project



Grant Process

Application Submission

- Applications are due **Friday – May 6, 2016 by 4:00 PM** at the City of High Point Community and Neighborhood Development Office – 201 Fourth Street, High Point, NC 27260
- Submit one original and one copy of application

QUESTIONS and ANSWERS



For application assistance contact:

**Lauren Atwell-Bass at the City of High Point
Community Development Office**

(336) 883-3689 or (336) 883-3041

lauren.atwell-bass@highpointnc.gov